

**RECORD OF PROCEEDINGS**  
**CITY OF BOWLING GREEN CITY COUNCIL**

Minutes of

Meeting

BEAR GRAPHICS 800-325-8984 FORM NO. 10148

**MONDAY, MAY 20, 2019**

Held

20

The regular meeting of the Bowling Green City Council, held in the Council Chamber, 304 North Church Street, Bowling Green, Ohio was called to order at 7:05 p.m. by Council President Aspacher. The meeting began with the Pledge of Allegiance.

On roll call, Council Members Aspacher, Herald, Hollenbaugh, Jeffers, Robinette, Rowland, and Zanfardino were present. Also present were Mayor Richard Edwards, Municipal Administrator Lori Tretter, City Attorney Michael Marsh, Utilities Director Brian O'Connell, and Parks and Recreation Director Kristin Otley. Public Works Director Brian Craft and Planning Director Heather Saylor were not present.

Council Member Robinette moved, Zanfardino seconded, to approve the minutes of the regular meeting held May 6, 2019 as distributed. On unanimous voice vote, Council President Aspacher declared motion carried.

**CORRESPONDENCE**

Clerk of Council Kay Scherreik noted for the record that copies of the Budget Summary Report for the month of April 2019 was distributed to Council prior to this evening's meeting. Clerk also noted that the Municipal Court annual report was received and distributed to Council prior to the meeting.

Clerk read a listing of appointments to City Boards and Commissions as submitted by Mayor Edwards for confirmation by City Council. The listing is as follows:

**New Appointments**

<b>Bicycle Safety Commission</b>	Kirby Bucks	5/31/2020
	Andrew McDermott	5/31/2022
<b>Parks and Recreation Board</b>	Phil Simmons	5/31/2024
<b>Traffic Commission</b>	Eric Klotz	5/31/2023
<b>Tree Commission</b>	Phil Hollenbaugh	5/31/2022
<b>Zoning Appeals</b>	Nathan Eberly	5/31/2022

**Re-Appointments**

<b>Bicycle Safety</b>	Kristin Otley	5/31/2022
	Reagan Otley	5/31/2020
	Madison Stump	5/31/2020
<b>Human Relations</b>	Ellie Boyle	5/31/2020
	Morgan Hollandsworth	5/31/2020
	MAJ Justin White	5/31/2022
<b>Income Tax (Council Appointments)</b>	Joan Callecod	5/31/2021
	Gaylyn Finn	5/31/2020
<b>Parks and Recreation</b>	Monique Rosati	5/31/2024
<b>Planning</b>	Erica Sleek	5/31/2025
<b>Public Utilities</b>	Matt Paquette	5/31/2024

Council Member Rowland moved, Jeffers seconded, to confirm the appointments as requested by Mayor Edwards. On unanimous voice vote, cap declared motion carried.

### **SPECIAL RECOGNITIONS – MAYOR EDWARDS**

There were no special recognitions.

### **LOBBY VISITATIONS**

There were no lobby visitations.

### **NEW LEGISLATION**

The following new legislation was recommended by the Administration and presented to Council for introduction:

Council Member Jeffers, for the Finance Committee, introduced an ordinance levying a \$5.00 motor vehicle license tax as authorized by Ohio Revised Code.

Council Member Rowland, for the Parks and Recreation Committee, introduced a resolution authorizing the Mayor of the City of Bowling Green, Ohio, to file an application and enter into an agreement with the Ohio Department of Natural Resources for the purpose of acquiring financial assistance from the NatureWorks Program.

Council President Aspacher, for the Committee-of-the-Whole, introduced a resolution honoring Daniel Gordon, member of the Council of the City of Bowling Green, Ohio.

Council President Aspacher, for the Public Utilities Committee, introduced an ordinance authorizing the Utilities Director to advertise for bids and enter into a contract or contracts to replace the ATAD tank covers at the Water Pollution Control facility.

Council Member Zanfardino, for the Transportation & Safety Committee, introduced a resolution authorizing the filing of (a) proposal(s) and/or (an) application(s) with the Ohio Department of Transportation for grants through the US DOT Federal Transit Administration (FTA), as authorized under Federal Transit Laws, as Codified, 49 USC Section 5311, Financial Assistance for Other Than Urbanized areas and funds available

from the Ohio Public Transportation Grant Program executing a contract/grant for the FY 2020 Ohio Elderly and Disabled Transit Fare Assistance Program, and 5339 and/or 5311 funding for capital and/or operating assistance, and executing a contract with the Ohio Department of Transportation upon grant proposal(s) and/or application(s) approval.

### **OFFICIAL REPORTS**

Mayor Dick Edwards commented that there were a lot of activities going on throughout the City over the weekend beginning with the Firefly Nights 5K race on Friday night and continuing on through Saturday with graduation at BGSU. Edwards noted that the annual State Fire School started today for its 45<sup>th</sup> year with over 400 participants. Mayor Edwards reminded citizens of the upcoming Memorial Day parade on Monday, May 27<sup>th</sup> beginning at 10:00 a.m.

Municipal Administrator Lori Tretter updated City Council regarding the continuing construction work in the downtown area. She encouraged citizens to be patient noting that the downtown, its business and parking lots, are still open and encouraged citizens to support the downtown business during this time of construction.

Planning Director Heather Saylor was not present.

Parks and Recreation Director Kristen Otley updated City Council on upcoming parks programs and noted that the pool will be opening this Saturday, May 25. Otley also distributed the updated Wintergarden/St. John's Nature Preserve trail map.

City Attorney Michael Marsh had no report.

Public Utilities Director Brian O'Connell reported that he would be in Columbus next week attending the OMEA conference. O'Connell explained that there will be opportunities to meet with state legislators regarding issues affecting public power.

Public Works Director Brian Craft was not present.

### **COUNCIL COMMITTEE REPORTS**

Council Member Robinette reported that a public hearing was held earlier this evening regarding Ordinance #8769. He noted that no public comment was received at that time and will proceed with third reading and a motion to adopt later in the meeting. Robinette also reported that he met with President Aspacher, Planning Director Heather Sayler, and Planning Commission Chair Jeff Betts on May 10 to discuss various planning and zoning initiatives that are in progress or anticipated in the next 6 to 12 months. Robinette referred to portions of a prepared report, a copy of which is attached to and made a part of these minutes.

Council President Aspacher expressed his appreciation to Council Member Robinette for his monitoring of progress as it relates to the CAP initiatives and he looks forward to progress being made on these projects.

Council Member Hollenbaugh commented that the meeting held earlier this evening regarding civil infractions and Chapter 94 doesn't come close to satisfying #10 in the CAP priorities and that more needs to be done towards that goal. Council President Aspacher commented that that was never the intent and that it will be an ongoing discussion.

Hollenbaugh reported that the Community Improvement Committee had its last meeting on plastic bags on May 6. Hollenbaugh noted that they have communicated with City Attorney Mike Marsh regarding proposed legislation and have put together the committee's official recommendation to Council as a whole. Hollenbaugh distributed a copy of the proposed legislation to Council Members and indicated that he will send an electronic copy in the next day or two. Council President Aspacher said that the next step is a review and input by the Administration and then to set a meeting of the Committee-of-the-Whole to discuss the potential introduction of legislation. Council Member Herald requested that time be permitted in the process for the public to review changes that are made and provide adequate time for public input.

### **READING OF LEGISLATION**

Clerk read Resolution #3730 authorizing the Mayor of the City of Bowling Green, Ohio, to file an application and enter into an agreement with the Ohio Department of Natural Resources for the purpose of acquiring financial assistance from the NatureWorks Program, for first reading.

Clerk read Resolution #3731 authorizing the filing of (a) proposal(s) and/or (an) application(s) with the Ohio Department of Transportation for grants through the US DOT Federal Transit Administration (FTA), as authorized under Federal Transit Laws, as Codified, 49 USC Section 5311, Financial Assistance for Other Than Urbanized areas and funds available from the Ohio Public Transportation Grant Program executing a contract/grant for the FY 2020 Ohio Elderly and Disabled Transit Fare Assistance Program, and 5339 and/or 5311 funding for capital and/or operating assistance, and executing a contract with the Ohio Department of Transportation upon grant proposal(s) and/or application(s) approval, for first reading.

Clerk read Resolution #3732 honoring Daniel Gordon, member of the Council of the City of Bowling Green, Ohio, for first reading.

Council President Aspacher moved, Jeffers seconded, to suspend the rules and give Resolution #3732 its second and third reading. On roll call vote, Council Members Herald, Hollenbaugh, Jeffers, Robinette, Rowland, Zanfardino, and Aspacher voted yes. Council President Aspacher declared motion carried, and rules suspended.

Clerk read Resolution #3732 for second and third reading by number and title only.

Council President Aspacher moved, Rowland seconded, to adopt Resolution #3732. On roll call vote, Council Members Hollenbaugh, Jeffers, Robinette, Rowland, Zanfardino, Aspacher, and Herald voted yes. Council President Aspacher declared motion carried, and Resolution #3732 adopted.

Clerk read Ordinance #8775 levying a \$5.00 motor vehicle license tax as authorized by Ohio Revised Code, for first reading.

Clerk read Ordinance #8776 authorizing the Utilities Director to advertise for bids and enter into a contract or contracts to replace the ATAD tank covers at the Water Pollution Control facility, for first reading.

Clerk read Ordinance #8771 amending the Zoning District Map of the City of Bowling Green for property generally known as 525 Ridge Street from B-1 Limited Commercial to R-5 University Related Residential zoning, for second reading.

Clerk read Ordinance #8773 authorizing the Municipal Administrator and the Utilities Director to request qualifications and enter into a contract or contracts for architectural and engineering services related to a City Administrative Services building feasibility study, for second reading.

Clerk read Ordinance #8774 authorizing the Utilities Director to advertise for bids and enter into a contract or contracts and/or participate in the Interlocal Purchasing System for roof replacement at the Water and Sewer Facility, for second reading.

Clerk read Ordinance #8769 amending and adopting Section 151.45(D) of the Codified Ordinances of the City of Bowling Green, Ohio, regarding streets and sidewalks, for third reading.

Council Member Robinette moved, Rowland seconded, to adopt Ordinance #8769. Robinette commented that a public hearing was held regarding this ordinance earlier this evening and no detrimental information was heard. On roll call vote, Council Members Jeffers, Robinette, Rowland, Zanfardino, Aspacher, Herald, and Hollenbaugh voted yes. Council President Aspacher declared motion carried, and Ordinance #8769 adopted.

Council Member Herald moved, Rowland seconded, to adjourn. On unanimous voice vote, Council President Aspacher adjourned the May 20, 2019 regular meeting of the City Council at 7:48 p.m., subject to call.



Kay D. Scherrek, Clerk of Council



Michael Aspacher, President of Council

## Planning, Zoning, and Economic Development Committee Report 20 May 2019

On May 10, President Aspacher, Planning Director Saylor, Planning Commission Chairperson Jeff Betts, and I met to discuss the various planning and zoning initiatives that are in-progress or anticipated in the next 6 to 12 months.

This meeting was held in response to questions asked by Jeff Betts about the how the Planning Commission would be involved in the Planning and Zoning initiatives generated by the CAP and the East Wooster Street Strategy for Redevelopment.

In addition to laying out City Council's current and future plans for implementing CAP and East Wooster Street Redevelopment recommendations, and the anticipated role of the of the Planning Commission, we reviewed the Community Action Plan or CAP.

We discussed specific finding in the CAP:

The CAP states that "Successful implementation of CAP initiatives is dependent on strong commitments from and close collaboration among all partners, with the City coordinating these efforts. Other stakeholders, such as BGSU, property owners, developers, other units of government, and nearby residents have their own sets of interests and goals for community improvement that often align with each other. The CAP outlines a sequence of actions and responsibilities to realize its goals.

Recognizing that implementation should be guided by the City, but not be the sole responsibility of City staff, the CAP outlines available grants, tools, and approaches for implementation that can be undertaken by a wide variety of partners. The CAP also recommends the creation and strengthening of new entities to help drive the vision of the neighborhood forward. Implementation of the Plan will only be successful through continued community engagement and collaboration between local partners and neighborhood stakeholders."

City government is only one part of the solution to implementing CAP recommendations.

In the 7 enumerated CAP priorities, lead partners are identified for each listed initiative – either City, Private, Neighborhood, or BGSU, and combinations of the four. In total, neighborhood stakeholders are listed as the lead or co-lead for 23 different initiatives.

A few examples of initiatives for which neighborhood stakeholders are listed as the lead or co-lead include:

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- Facilitating the establishment of a Community Development Corporation (CDC) [see priority 2]
- Establish a Rehabbers Network Program through a potential collaboration with BGSU and Habitat for Humanity [see priority 3]
- Develop a comprehensive and targeted marketing strategy to attract allied stakeholder groups that will play critical roles in realizing the vision for the district [see priority 6]

There are 20 others.

Our discussion on May 10 reminded us that for the CAP to be successful, efforts by more than just the city are required – private and neighborhood stakeholder action is both necessary and essential.

The CAP identified projects exclusively focused on the city's East Side and neighborhoods surrounding downtown Bowling Green.

Last year, city council identified ten priorities to implement. To date:

3 priorities have been fully implemented.

The implementation of 1 priority has started and is in progress.

1 priority has been closed as answered but without action as BGSU is the lead.

4 priorities are related to the Zoning Code and will be addressed by the contractor to be hired to revise the Zoning Code.

The implementation of 1 priority is pending action by the city administrator.

The implementation of 1 priority is pending action by city council.

Additionally, we will soon move forward on implementation of recommendations from the East Wooster Street Strategy for Redevelopment – many of which require changes to our Zoning Code.

A very large number of the CAP initiatives will not even begin without Eastside neighborhood stakeholder efforts, but these have been slow to start.

We ask that Mark or John or both meet with your Eastside Constituents in the 1<sup>st</sup> and 2<sup>nd</sup> Wards to determine which of the neighborhood stakeholder led initiatives are important to them, and determine how they will approach implementation.